

City of Brunswick
Mayor and Council Public Hearing Minutes
Tuesday, May 11, 2021, 6:00 P.M.

- FY2022 Property Tax Rate

Mr. Dunn briefly discussed the property tax rate. There was no public comment. The Public Hearing was adjourned at 6:01pm.

City of Brunswick
Mayor and Council Meeting Minutes

The May 11, 2021 City of Brunswick Mayor and Council Meeting was convened at 6:01 P.M. by Mayor Nathan Brown. The following members and staff were present: Nathan Brown, Mayor; John Dayton, Vaughn Ripley, Brian Sandusky, Andy St. John, Chris Vigliotti, and Angel White, Council Members; Dave Dunn, City Administrator; Carrie Myers, City Clerk; John Gerstner, Director of Public Works; Kevin Grunwell, Acting Chief of Police; Matt Campbell, Water Superintendent; Jeremy Mose, Waste Water Superintendent; Bruce Dell, Planning and Zoning Administrator; and Carmen Hilton, Main Street Manager.

Mayor's Remarks

- Ms. Myers read a Police Week Proclamation.

Approval of Minutes

- Mayor and Council Meetings – April 13 & 27, 2021
- Mayor and Council Workshop – April 20, 2021

Mr. Sandusky made a motion to approve the minutes. Ms. White seconded the motion, which passed 6-0.

Citizens' Forum

No comments received.

Introduction and Adoption of Resolutions and Ordinances

- Special Ordinance 573 – FY2022 Property Tax Rate

Mr. Dunn discussed this item. The Finance Commission recommended keeping the rate at \$0.41, which would produce an estimated revenue of \$2.9 million in FY22. Mr. Ripley made a motion to approve Special Ordinance 573. Mr. St. John seconded the motion, which passed 6-0.

Staff Reports

Staff presented highlights from last month's departmental activities.

Consent Agenda

- Purchase Order #AD-2021-99 – RFP, Inc. – East Potomac Street Park ADA Ramp - \$25,132.15
- Purchase Order #AD-2021-100 – RFP, Inc. – East Potomac Street Park Field - \$12,080.26

Ms. Myers stated these two purchase orders were POS grant funded.

- Purchase Order #PW-4934 – Apple Ford Lincoln – FY350 Truck with Plow - \$44,965.32

Mr. Dun stated this purchase was unbudgeted, but necessary to replace a vehicle that would cost too much

to repair.

- Purchase Order #PW-4935 – Print-O-Stat, Inc. – GPS System - \$16,821.00

Mr. Dell stated this system would be used for locating/mapping sewer manholes, vales, crocks, etc.

Mr. St. John made a motion to approve the consent agenda items. Mr. Sandusky seconded the motion, which passes 6-0.

New Business

- Sports Complex Concept Plan

Mr. Dell presented the concept plan for the entire Sports Complex projects including sports fields, parking, drive lane, etc. He discussed costs to date, future potential costs, grant funding, and likely phases of this four to five year project. After various questions from Council Members including trails, skate park, additional field spaces, etc., Mr. Ripley made a motion to approve the concept plan. Ms. White seconded the motion, which passed 6-0.

- Sidewalks Discussion

Mayor Brown stated the sidewalk loan program had presented several issues to date and that staff was asked to propose a more holistic approach to the issue.

Mr. Dell discussed challenges staff is encountering with administering the sidewalk loan retrofit program. Staff found that each sidewalk was unique and some presented fairly significant challenges related to stormwater management, curb and gutter, abutting neighbor sidewalks, retaining walls, etc. Staff recommended looking at the specific deficiency areas identified previously including Safe Routes to School areas and other network gap areas, and having the City tackle replacement of sidewalks in these areas.

Mayor Brown stated the sidewalk loan program could be kept for individual projects that easily met program criteria without doing adverse damage to abutting properties, but stated he wished Council would adopt a formal five-year sidewalk replacement plan and commit to funding. He suggested funding a portion of the project with a System Benefit Fee.

- System Benefit Fee Discussion

Mayor Brown introduced this item, then Mr. Dunn elaborated on the potential program that is already in use in Middletown and Mt. Airy. The proposal was for a fee which would be paid through quarterly utility bills, and earmarked for specific purposes. He stated while water and sewer rate increases help cover operational costs, fees collected from the system benefit would be spent on capital projects. The Finance Commission discussed enacting a \$30 per quarter fee in FY22, with \$20 going to the enterprise fund and \$10 going to sidewalk retrofits. Mr. Dunn stated this fee would initially be adopted by Special Ordinance, then the specific amount and purpose could be set by resolution each budget cycle.

Council Members expressed their support of the general concept of earmarking specific funds for transparent projects, but all stated they did not like to add more fees. The general consensus was to move this forward in the budgeting process.

- WB Tower Move Contract Approval

Mr. Dunn stated this proposal was received almost two years ago for the actual move of the WB Tower. The contractor had not increased the quote in that timeframe and the move should be ready to commence shortly.

Mr. Sandusky made a motion to approve the contract for Wolfe House Movers for \$22,000. Mr. Ripley seconded the motion, which passed 6-0.

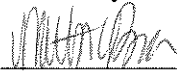
- Event Application – Brunswick Main Street – Bike to Work Day
- Event Application – PVYA – Youth Basketball/East Potomac Street Courts

Ms. Myers discussed both of these events, which were approved by all staff. Mr. Sandusky made a motion to approve both events. Mr. Vigliotti seconded the motion, which passed 6-0.

Adjournment

The meeting adjourned at 7:30pm.

Submitted by: Carrie Myers

Approved By: 
Mayor

Date

Witnessed By: 
City Administrator

Date